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AGREEMENT

Between

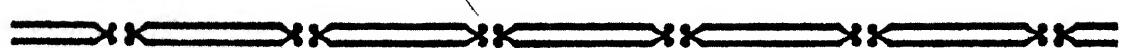
CITY OF JERSEY CITY,
HUDSON COUNTY, NEW JERSEY

and

JERSEY CITY FIRE OFFICERS ASSOCIATION,
LOCAL 1064, IAFF, AFL-CIO

January 1, 1974 through December 31, 1975

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HUDSON COUNTY, NEW JERSEY***

and

***JERSEY CITY FIRE OFFICERS ASSOCIATION,
LOCAL 1064, IAFF, AFL-CIO***

January 1, 1974 through December 31, 1975



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PREAMBLE

This AGREEMENT entered into this 6th day of January, 1975, by and between the CITY OF JERSEY CITY, (hereinafter referred to as the "City"), in the County of Hudson, New Jersey, a Municipal Corporation of the State of New Jersey, and JERSEY CITY FIRE OFFICERS ASSOCIATION, LOCAL 1064, IAFF, AFL-CIO, (hereinafter referred to as the "Association"), represents the complete and final understanding on all bargainable issues between the City and the Association. The terms "Fire Officer" and "Employee" shall be used interchangeably in this Agreement and the term "male" shall refer to male and female as well. In addition, the term "Association" and "Union" shall be used interchangeably in Agreement.

WITNESSETH:

WHEREAS, that for the purpose of mutual understanding and in order that a harmonious relationship may exist between the City and the Association to the end that continuous and efficient service will be rendered to and by both parties, for the benefit of both;

NOW, THEREFORE, it is agreed as follows:

ARTICLE I

UNION RECOGNITION

A. The City hereby recognizes the Union as the sole and exclusive representative of all employees above the rank of Fireman and below the rank of Chief for the purposes of bargaining with respect to hours, wages and other terms and conditions of employment under Chapter 303 of the laws of 1968.

B. Without prejudice to the City's right to appeal to PERC for a determination de novo as to the inclusion or exclusion of the Chief in this bargaining

unit, he shall continue to receive all benefits called for by this Agreement and both parties agree to be bound by the Commission's determination as to the said inclusion or exclusion.

ARTICLE II

MAINTENANCE OF STANDARDS, HIGHEST MINIMUM STANDARDS

A. All conditions of employment relating to employment, hours of work and general working conditions presently in effect which are department-wide (universal) in nature shall be maintained, except as qualified, modified, expanded or decreased by this Agreement.

ARTICLE III

UNION PRIVILEGES

A. Authorized representatives of the Union, not to exceed three (3) at one time, shall be allowed to visit the Fire Headquarters, fire stations, training school and Director of Public Safety's Office for the purpose of ascertaining whether or not this Agreement is being violated. This right shall be exercised reasonably. Upon entering the premises, the authorized representative(s) shall notify the Department Head, or in his absence, his authorized representative. He shall not interfere with normal conduct of work within the Department.

B. The President of the Association, or in his absence his designee, shall be assigned to special duty day tour, and except in emergencies, shall be entitled to devote full time to administering and enforcing the policies of this Agreement.

C. Fire Officers (not to exceed seven (7), who are elected officers, delegates, trustees and/or alternates of the Union, shall be granted time off to attend conventions that are authorized by state law,

providing department operations are not impeded by the granting of such request. In addition to the foregoing, Fire Officers (not to exceed four (4) who are elected officers, delegates, trustees and/or alternates of the Association, upon approval of the Director of Public Safety, or his designee, be given time off to attend Seminars which, in the discretion of the Director of Public Safety, are of value to the Department, providing Department operations are not impeded by the granting of such request.

D. Two (2) members of the Union shall be granted time off to attend State Legislative sessions, when bills affecting the welfare of the Union are on the agenda.

E. The negotiating committee of the Union, not to exceed four (4) men in number, shall be excused from regular duty to attend such negotiating sessions and meetings of the Labor-Management Committee, as are mutually scheduled by the parties to occur during the normal work time of any members of said Association negotiating committee, and shall suffer no loss of regular pay thereby.

F. The negotiating committee of the Association, along with an equal number of representatives from the City, shall constitute a Labor-Management Committee, which shall meet no less than every six (6) months during the term of the Agreement, to discuss any problems (other than grievances) between the parties.

G. The Association shall be provided with bulletin boards in each station or facility and departmental headquarters, for the posting of Association notices or other appropriate materials. Such boards shall be identified with the name of the Association and the Association may designate persons responsible thereof. A copy of all such notices or other materials shall at the time of its posting be sent to the Public Safety Director or his designee, and he shall retain the right to have such notices of other materials removed, which are detrimental to the good order of the Department.

ARTICLE IV

EXTRA CONTRACT AGREEMENTS

A. The City agrees not to enter into any other Agreement or contract with its employees, as defined in Article 1, Section A, covered by this Agreement, individually or collectively, which in any way conflicts with the terms and provisions of this Agreement.

ARTICLE V

LEAVE OF ABSENCE

A. A leave of absence without pay may be granted to any permanent Fire Officer who has been employed for a period of ninety (90) days. Said leave may not be arbitrarily or unreasonably withheld.

ARTICLE VI

DUES CHECK OFF

A. The City agrees to deduct from the salaries of its employees subject to this Agreement dues for the Union. Such deductions shall be made in compliance with Chapter 310, Public Laws of 1967, N.J.S.A. (R. S.) 52:14-15.9(e), as amended. Said monies together with records of any corrections shall be transmitted to the Union office by the fifteenth (15th) of each month following the monthly pay period in which deductions were made.

B. If during the life of this Agreement there shall be any change in the rate of membership dues, the Union shall furnish to the City written notice prior to the effective date of such change.

C. The Union will provide necessary "check-off authorization" form and deliver the signed forms to the City Comptroller provided that any authorization cards previously furnished to the

City shall be relied upon for check-off purposes. The Union shall indemnify, defend and save the City harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by the City in reliance upon salary deduction authorization cards submitted by the Union to the City.

ARTICLE VII

MANAGEMENT RIGHTS

A. The City hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of this Agreement by the Laws and Constitution of the State of New Jersey and of the United States.

B. The exercise of the foregoing powers, rights, authority, duties and responsibilities of the City, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement and then only to extent such specific and express terms hereof are in conformance with the Constitution and Laws of New Jersey and of the United States.

ARTICLE VIII

RULES CHANGES

A. Proposed new rules or modifications of existing rules governing working conditions which are discussed in this Agreement or which are referred to in this Agreement as being Department-wide (universal) in nature shall be negotiated with the duly authorized representatives of the Union before they are established.

ARTICLE IX

WORK WEEK

A. The normal work week shall consist of forty-two (42) hours per week. However, Fire Officers shall be paid at the rate of time and one-half (1 1/2) for the last two (2) hours worked of their normal work week, or a total of one (1) additional hour's compensation at the rate determined by dividing their annual salary by fifty-two (52) times the number of hours in their normal work week.

B. All Fire Officers except Deputy Chief shall be compensated at time and one-half (1 1/2) the regular straight time rates for overtime worked in excess of a ten (10) hour day tour or a fourteen (14) hour night tour.

Deputy Chiefs shall be compensated at straight time rates for overtime worked in excess of a ten (10) hour day tour or a fourteen (14) hour night tour.

Effective January 1, 1976, Deputy Chiefs shall be compensated at time and one-half (1 1/2) the regular straight time rates for overtime worked as noted above.

1. For purposes of this Article, any part of an hour shall be considered a full hour.

2. Fire Officers are not to be considered relieved from duty until fifteen (15) minutes after they return to quarters.

C. Recall If a Fire Officer is recalled to duty, he shall receive a minimum guarantee of four (4) hours overtime, in accordance with Section B above.

D. An accurate record shall be kept of all overtime worked by Fire Officers and submitted through the proper channels.

E. Mutual Aid Where Mutual Aid mandates recall of Fire Fighters, the City shall recall one (1) officer, a lieutenant or a captain to be alternately called for every five (5) Fire Fighters recalled, plus a minimum of one (1) Battalion Chief and one (1) Deputy Chief when twenty-five (25) or more Fire Fighters are recalled.

ARTICLE X

SALARIES

A. Salaries for employees shall be as follows:

	1 1 74	7 1 74	1 1 75	7 1 75
Fire Lieutenant	\$14,750	\$15,600	\$16,000	\$16,800
Fire Captain	16,850	17,700	18,100	18,900
Battalion Chief	18,950	19,800	20,200	21,000
Supervisor of Apparatus	18,950	19,800	20,200	21,000
Deputy Fire Chief*	21,050	21,900	22,300	23,100
Supervisor of Fire Prevention*	21,050	21,900	22,300	23,100
Deputy Fire Chief**	21,050	21,900	23,100	25,200
Supervisor of Fire Prevention**	21,050	21,900	23,100	25,200
Fire Chief***	25,250	26,100	26,500	27,300

* Deputy Fire Chief appointed after 1|1|75.

* Supervisor of Fire Prevention appointed after 1|1|75.

** Deputy Fire Chief appointed prior to 1|1|75.

** Supervisor of Fire Prevention appointed prior to 1|1|75.

*** Without prejudice to the City's position pursuant to Article 1B

ARTICLE XI

LONGEVITY

A. In addition to the salaries due to members of the bargaining unit as set forth elsewhere in this Agreement, employees are entitled to the following longevity payments:

After 5 years of service	-	\$200.00 per year
After 10 years of service	-	\$400.00 per year
After 15 years of service	-	\$600.00 per year
After 20 years of service	-	\$800.00 per year
After 25 years of service	-	\$1,000.00 per year

ARTICLE XII

VACATIONS

A. 1974 - Annual vacations shall be granted in accordance with the following vacation allowance schedule: 1

1. One (1) year to end of five (5) years 2....
22 working days plus one compensatory day to be scheduled at a time other than the vacation period. 2
2. Five (5) years and over
26 working days plus one compensatory day to be scheduled at a time other than the vacation period.

B. 1975 - Annual vacations shall be granted in accordance with the following vacation allowance schedule: 1

1. One (1) year to end of five (5) years....
25 working days
2. Five (5) years and over....30 working days

C. Vacation time shall be in compliance with the schedule appended to the Agreement.

D. On January 1, vacation time of each employee for the ensuing year becomes vested.

1 Except Deputy Chief who shall be granted 26 working days in 1974 and 1975.

2 Captains shall be granted one (1) additional compensatory day for 1974 only.

ARTICLE XIII

INJURED - SICK LEAVE

A. If a member of the Fire Department is incapacitated and unable to work because of an injury sustained in the performance of his fire duty, he shall be entitled to injury leave with full pay during the period in which he is unable to perform his duties, not to exceed one (1) year, as determined by the Director of the Division of Medical Services and the Public Safety Director. The granting of such sick leave shall not be unreasonably or arbitrarily withheld.

B. A Fire Officer shall be granted sick leave without loss of pay up to one (1) year for each illness, pursuant to State Law 40:11-9, as determined by the Director of the Division of Medical Services and the Public Safety Director. The granting of such sick leave shall not be unreasonably or arbitrarily withheld.

ARTICLE XIV

INSURANCE

A. The City shall continue to provide the liability insurance coverage it presently maintains, including coverage on personal vehicles used on recalls. The City shall make known to the Union the amount and extent of coverage. The Union shall familiarize itself and its members of its contents.

B. The City shall supply to Fire Officers all necessary legal advice and counsel in the defense of or settlement of claims for personal injury, death or property damage arising out of or in the course

of their employment and the City shall pay and satisfy all judgments against Fire Officers from such claims.

C. Hospitalization. The Fire Officer shall receive fully paid Blue Cross, Blue Shield and Major Medical with Rider "J" to cover themselves and their dependents (family). Retired employees shall receive health insurance as provided by statute.

D. The City will provide for Life Insurance in the amount of \$5,000.00, and in addition, an Accidental Death and Dismemberment Insurance Policy in the amount of \$5,000.00 for each Fire Officer and it is the intention of the City to provide the Fire Officers with a \$2,000.00 life insurance policy upon regular retirement at the retiree's own cost.

E. The benefits and protections of RS. 40:47-12.1, as amended, are to be afforded Fire Officers as if set forth in full herein.

F. Qualified Fire Officers shall receive continued health insurance coverage paid for by the City after their retirement, as provided by City Ordinance.

ARTICLE XV

EXCHANGE OF DAYS OFF

A. The Fire Department shall grant the request of any member of the Department to exchange hours, duty or days off. Such requests shall be granted on a uniform basis with standard rules and regulations applying to all Fire Officers who make this request. Such request shall not be unreasonably or arbitrarily denied.

ARTICLE XVI

HOLIDAYS

A. 1974 - All employees (Fire Officers) shall in addition to their regular wages receive ten (10)

holidays, seven (7) of which shall be given as compensatory time and three (3) paid in cash.

B. 1975 - All employees (Fire Officers) shall in addition to their regular wages receive eleven (11) holidays, seven (7) of which shall be given as compensatory time, and four (4) paid in cash.

C. In addition to the above referred to holidays, any day that is declared a holiday by the Mayor or Council of the City of Jersey City shall be deemed a holiday (compensatory day off).

D. If necessary, in order to grant compensatory days off, up to three (3) company officers Citywide by tour, shall be given compensatory days off between June 15 and September 15 in any one year if the department is operating below minimum strength. At other times of the year, the total number of company officers using compensatory days shall not exceed six (6) Citywide by tour, when the department is operating below minimum strength.

ARTICLE XVII

CLOTHING ALLOWANCE

Employees (Fire Officers) shall be given the sum of Three Hundred Dollars (\$300) clothing allowance per year; One Hundred Fifty Dollars (\$150) on January 1 and One Hundred Fifty Dollars (\$150) on July 1.

ARTICLE XVIII

TERMINAL LEAVE

A. Fire Officers who retire shall receive terminal leave immediately prior to retirement. Such leave shall be computed at the rate of two (2) working days for each calendar year of service. Added to such leave shall be all accumulated compensatory time off and vacation time and award days due the retiring Fire Officer.

B. The Fire Officers shall have the right to accumulate all or part of compensatory-time and apply this time to Terminal Leave.

C. A Fire Officer shall have the option of taking his terminal leave as provided for in this Article as leave or alternatively, he may at his option, be paid for his leave and resign or retire prior to the implementation of same.

ARTICLE XIX

FUNERAL LEAVE

A. A death in the Fire Officer's immediate family shall not be charged against his compensatory time. Time off shall be given from the day of death until the day after the funeral, not to exceed five (5) days. Immediate family shall be defined as follows: Mother, Father, Son, Daughter, Sister, Brother, Husband, Wife, Son-in-law, Daughter-in-law, Father-in-law, Mother-in-law, Sister-in-law, Brother-in-law, Grandparents, and Grandchildren, and any other relative living in the household.

B. In the event of death of a Fire Officer's aunt, uncle, niece or nephew, he shall suffer no loss of regular full-time pay for the day of the funeral.

ARTICLE XX

MILITARY LEAVE

A. Any Fire Officer called into the Armed Forces of the United States during national emergency or drafted, shall be given all the protection of applicable laws and leave of absence shall be granted.

B. The compensation of any Fire Officer for military leave shall be the maximum allowed by law.

C. Fire Officers who are presently subject to existing Reserve requirements of the National Guard or the Army Reserve shall be covered by the military compensation agreements stated in Sections A and B above.

ARTICLE XXI

SERVICE FEE - AGENCY SHOP

A. In the event permissive legislation is passed by the New Jersey State Legislature, and becomes law, whereby a public employer and Union may enter into an agency shop, the parties agree upon thirty (30) days written notice to enter into negotiations over the possible inclusion of such a provision in this Agreement.

ARTICLE XXII

TRANSFERS

A. Transfers shall be made in accordance with the following procedure:

1. Permanent transfers shall be made on a seniority in rank basis and qualification.
2. Vacancies shall be posted in all installations of the Fire Department on bulletin boards, once a year, on January 1st. Bidding will take place for fifteen (15) days.

The Fire Department shall have eight (8) days to process and post awards. Posting to take place on the ninth (9th) day. Also on the ninth (9th) day a notice shall be posted opening for bids the vacancies created by the first round of transfers as stated above. The same procedure shall be followed as to bidding. This shall be the final round.

Any assignments made between January 1st and December 31st shall be deemed temporary if not subject to bidding.

3. If a Fire Officer is assigned to a special detail or appointed position, the vacancy created by the assignment or appointment shall be filled on a temporary basis up to one (1) year. Upon termination of assignment or appointment the Fire Officer involved shall have the right to return to

his original assignment or any assignment or appointment made available by the Fire Department. (Subject to the 1 year clause as stated above.)

4. Involuntary transfers shall be made only for good cause.

ARTICLE XXIII ***POLICE DUTIES***

A. Fire Officers shall not be required to perform any police duties.

B. The City shall not require a Fire Officer to order the use of, direct the use of, or man hose streams or any other devices or appliances, or to take part actively in the quelling of any civil disorder.

ARTICLE XXIV ***GRIEVANCE PROCEDURE***

A. The purpose of the Grievance Procedure shall be to settle all grievances between the City and the Union and Fire Officers as quickly as possible, so as to insure efficiency and promote Fire Officers' morale.

B. The term "grievance" as used herein means any controversy arising over the interpretation or adherence to the terms and conditions of this Agreement and may be raised by an individual, the Union, or the City.

C. The following constitutes the sole and exclusive method for resolving grievances between the parties:

1. It shall be discussed with the Fire Officer involved and the Union representatives with the immediate supervisor designated by the City within ten (10) days after its occurrence. The answer shall be made within five (5) days by such immediate supervisor, to the Union.

2. If the grievance is not settled through Step 1, the same shall be reduced to writing by the Union and submitted to the Fire Chief, or any person designated by him within five (5) days following the determination by the immediate supervisor, and the answer to such grievance shall be made in writing with a copy to the Union within five (5) days following submission.

3. If the grievance is not settled at Steps 1 and 2, then the Union shall have the right to submit such grievance to the Director of Public Safety within five (5) days following the determination of Step 2. A written answer to said grievance shall be served upon the individual and the Grievance Committee within ten (10) days after submission.

4. a) If the grievance is not settled through Steps 1, 2, and 3, either party may refer the matter to the State Board of Mediation within ten (10) days after the determination of Step 3. An Arbitrator shall be selected pursuant to the rules of the State Board of Mediation.

b) However, no arbitration hearing shall be scheduled sooner than thirty (30) days after the final decision of Step 3. In the event the aggrieved elects to pursue his Civil Service remedies, the arbitration hearing shall be cancelled and the matter withdrawn from arbitration. The Union shall pay whatever costs may have been incurred in processing the matter to arbitration at this point.

c.) The Arbitrator shall be bound by the provisions of this Agreement and restricted to the application of the facts presented to him involved in the grievance. The arbitrator shall not have the authority to add to, modify, detract from or alter in any way the provisions of this Agreement or any amendment or supplement thereto.

d.) The costs for the services of the Arbitrator shall be borne equally between the City and the Union. Any other expenses, including but not limited to the presentation of witnesses, shall be paid by the party incurring same.

e.) The decision shall be final and binding on both parties.

D. The Union President, or his authorized representative, may report an impending grievance to the Director of Public Safety in an effort to forestall its occurrence.

E. Since adequate grievance procedures are provided in this Agreement, the Union agrees that it will not engage in, encourage, sanction or suggest strikes, slowdowns, mass resignations or mass absenteeism, or other similar action which would involve suspension of work that may disturb or interfere with the orderly operation of the Fire Department.

F. Nothing contained herein shall prevent any Fire Officer from processing his own grievance, provided the grievance committee may be present as observer at any hearing on the individual's grievance.

ARTICLE XXV

PARITY

A. The existing parity in rank wage scale as presently constituted between police and fire superior officers shall be maintained.

ARTICLE XXVI

CREW REQUIREMENTS

A. The City will maintain full quotas of Fire Officers at all levels of command to ensure the proper operation of the Fire Department, wherever and whenever possible.

ARTICLE XXVII

EARLY RELIEF

A. Fire Officers shall be entitled up to thirty (30) minutes early relief upon the arrival of his relief man.

ARTICLE XXVIII
ACTING APPOINTMENTS

A. The practice of appointing employees to higher ranks in an acting capacity is discouraged and it is agreed that such higher ranks shall be filled as soon as possible as provided by law.

B. A Fire Officer serving in any acting capacity will receive the full pay of the rank in which he is acting after serving ninety (90) days in said rank.

ARTICLE XXIX
APPLICABLE LAWS

A. The provisions of this Agreement shall be subject to and subordinate to, and shall not annul or modify applicable provisions of New Jersey State laws.

B. Employees shall retain all civil rights under New Jersey State Law and under Federal Law consistent with their duties as Fire Officers.

C. Employees shall retain all retirement and pension rights under New Jersey Law and under Ordinances of the City of Jersey City.

ARTICLE XXX
EMPLOYEES AFFECTED

A. This Agreement shall be in effect and the benefits thereof shall apply (unless otherwise noted) to all Fire Officers who are on the payroll and employed by the City of Jersey on January 1, 1974, or in the case of death to their estates.

ARTICLE XXXI
CHANGES, SUPPLEMENTS OR ALTERATIONS

A. Any provision of this Agreement may be changed, supplemented or altered, provided both parties mutually agree.

ARTICLE XXXII

SAVINGS CLAUSE

A. If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be invalid by operation of law or by a Court or other tribunal of competent jurisdiction, such provision shall be inoperative but all other provisions shall not be affected thereby and shall continue in full force and effect.

ARTICLE XXXIII

FULLY BARGAINED PROVISIONS

A. This Agreement represents and incorporates the complete and final understanding and settlement by the parties on all bargainable issues for the life of this Agreement, and neither party shall be required to negotiate on any subject unless they mutually agree to do so.

ARTICLE XXXIV

TERM AND RENEWAL

A. This Agreement shall be in full force and effect as of January 1, 1974 and shall remain in effect to and including December 31, 1975, without any reopening date. The Agreement shall continue in full force and effect from year to year thereafter, unless one party or the other gives notice, in writing, no sooner than August 1, 1975 nor later than October 1, 1975, of a desire to change, modify or terminate this Agreement.

B. In the event there is no Agreement between the parties hereto by November 1, 1975, it is hereby agreed that an impasse shall have been reached and at that time, the parties agree to mediation and, if necessary, fact-finding, pursuant to N. J. S. A. 34:13A-1 et seq.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals at Jersey City, New Jersey, on this 6th day of January, 1975.

JERSEY CITY FIRE OFFICERS
ASSOCIATION, LOCAL 1064, IAFF,
AFL-CIO

By:

John F. Murray
John V. McLaughlin

Witness:

Isabel J. Spence
Notary Public of New Jersey
My Commission Expires March 31, 1975

CITY OF JERSEY CITY,
HUDSON COUNTY, NEW JERSEY

By:

P. A. Korn

Witness:

Jean P. Miller

CAPTAINS
1975 — VACATION — 1975

PERIOD No. 1 PERIOD No. 2 PERIOD No. 3

G			
R	1/9 - 2/3	6/26 - 7/8	8/29 - 9/15
O	2/5 - 3/2	7/12 - 7/24	9/17 - 10/4
U	3/6 - 3/3	7/28 - 8/9	10/9 - 10/25
P	4/2 - 4/27	8/13 - 8/25	10/27 - 11/13
	5/1 - 5/26		11/17 - 12/4
C	5/28 - 6/22		12/7 - 12/23

G			
R	1/11 - 2/5	6/28 - 7/10	8/31 - 9/17
O	2/7 - 3/4	7/14 - 7/26	9/19 - 10/6
U	3/8 - 4/2	7/30 - 8/11	10/10 - 10/27
P	4/4 - 4/29	8/15 - 8/27	10/29 - 11/15
	5/3 - 5/28		11/19 - 12/6
D	5/30 - 6/24		12/8 - 12/25

G			
R	1/13 - 2/7	6/30 - 7/12	9/2 - 9/19
O	2/9 - 3/6	7/16 - 7/28	9/21 - 10/8
U	3/10 - 4/4	8/1 - 8/13	10/12 - 10/29
P	4/6 - 5/1	8/17 - 8/29	10/31 - 11/17
	5/5 - 5/30		11/21 - 12/8
A	6/1 - 6/26		12/10 - 12/27

G			
R	1/15 - 2/9	7/2 - 7/14	9/4 - 9/21
O	2/11 - 3/8	7/18 - 7/30	9/23 - 10/10
U	3/12 - 4/6	8/3 - 8/15	10/14 - 10/31
P	4/8 - 5/3	8/19 - 8/31	11/2 - 11/19
	5/7 - 6/1		11/23 - 12/10
B	6/3 - 6/28		12/12 - 12/29

FIRE DEPARTMENT
JERSEY CITY

HEADQUARTERS GENERAL ORDER No. 7431
DECEMBER 27, 1974

SUBJECT: 1975 VACATIONS - OFFICERS

1. The 1975 vacation period for Officers shall commence on January 9, 1975 and shall continue through December 29, 1975.

Drawings shall start immediately.

All vacations shall be drawn by lot. There shall be three (3) drawings for the order of choice.

2. Continuous vacations shall not be allowed, except that if drawn by lot the Off-season and Summer vacations may be continuous.

3. The total number of vacations days allowed Deputy Chiefs shall be twenty-eight (28) work days; all other officers shall be thirty-two (32) work days.

Vacations shall be divided into three (3) periods.

4. It is the purpose of this Order to prevent the depletion of manpower below critical limits. For this reason all Battalions shall limit the number of Officers going on vacation to the quotient of the number of Officers in the Battalions divided by:

Six (6) in Period No. 1

Four (4) in Period No. 2

Six (6) in Period No. 3

5. Selection of vacations shall commence with the higher ranks. Deputy Chiefs shall arrange their vacation schedule so that no two (2) Deputy Chiefs in the same Group are off at the same time. Battalion Chiefs shall then pick for their vacations at their Division Office. In drawing for Battalion

Chiefs vacations due regard shall be given to the necessity for one (1) Battalion Chief in each Division being required to act as Deputy Chief. The necessity for replacement of Battalion Chiefs by Captains acting as Battalion Chiefs shall be considered in the process of drawing for Captains vacations and the absence of any Battalion Chief on vacation

or any Battalion Chief acting as Deputy Chief shall be offset by the limiting of such periods available for selection by Captains, who shall draw by Battalions and by Groups in their respective Battalion Chiefs presence.

6. Officers on details and special assignments shall be entitled to the number of consecutive vacation days to which line members are entitled.

7. After vacations have been selected, approved, and submitted, they may not be exchanged except for reasons classified as "Extenuating Circumstances" (including sick leaves) satisfactory to and approved by the Chief of Department.

8. Military leaves shall not interfere with vacations.

9. Drawings for Captains vacations shall be held at Battalion.

10. Drawings for Battalion Chiefs and Deputy Chiefs shall be held at Division level.

11. Tabulations of vacation drawings **FOR ALL PERSONNEL** shall be forwarded to the Office of the Chief by January 8, 1975.

BY ORDER OF
WILLIAM A. BENNER
CHIEF OF DEPARTMENT, ACTING

